Exam. Circular 40
300—March, 1945 (E8)

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ONTARIO

DEPARTMENT OF EDUCATION

MEMORANDUM

To Principals of Vocational Schools Which Offer a Four-Year Course in Any Department

The Principals of certain Vocational Schools have, with the approval of the local school authority, adopted a practice of placing, during the latter part of the school year, pupils of the fourth year in positions in offices and in industries for which they have been specifically trained.

The positions chosen are such that the pupils meet in actual practice conditions which they have been taught to face during their school work. While at work these pupils are kept under supervision and may seek and obtain advice from the school whenever it is needed.

In the belief that the practice, if properly carried out, tends to link the Vocational Schools more closely with the work in business offices and industrial plants, the Minister has ruled that Ontario Secondary School Graduation Diplomas may be granted to such pupils of Vocational Schools provided that

(*a*) they are recommended by their Principals at a mark of not less than 50% on their term work and tests,

(*b*) they are not released from school for such practical experience earlier than May 1st of their fourth year, and

(*c*) the Principals obtain favourable reports on the work of these pupils from their employers.

TORONTO, March 22, 1945.